

**MINUTES**  
**CITY PLAN COMMISSION**

City Plan Commission, Tuesday, July 26, 2011 at 4:00 P.M. in the Third Floor conference room, City Hall, 828 Center Avenue. Vice-chairperson Jerry Jones presided.

Present: Jerry Jones, John Van Der Male, Ryan Sazama and Ald. Kevin Sampson

Excused: Steve Hemsing, Don Cvetan and Mayor Ryan

Staff present: Steve Sokolowski, Chad Pelishek and Matthew Schueler

Others present: Ray Haen, Char Pachniak, Donna Wurst, Sherry Peterson, Larry Hinkelman, Ald. Darryl Carlson and Jason Ahrens

Vice-chairperson Jerry Jones called the meeting to order and the Pledge of Allegiance was recited.

Approval of minutes of the July 12, 2011 meeting.

John Van Der Male moved, Ryan Sazama seconded to approve the minutes of the July 12, 2011 meeting. The motion passed unanimously.

Resolution of the Plan Commission calling for a Public Hearing on the proposed Tax Incremental District No. 14 Project Plan Amendment No. 2.

Chad Pelishek explained the purpose of amending the TIF No. 14 Project Plan is to include the Schuchardt property.

In order to meet the time line, there will be a hearing before the Plan Commission at a special meeting on Monday, August 15, 2011 at noon.

Ryan Sazama moved, Ald. Sampson seconded to approve the Resolution. The motion passed unanimously.

Conditional Use Permit application by Verizon Wireless to install new antennas and equipment on the roof of the US Bank, 605 North 8<sup>th</sup> Street.

Steve Sokolowski stated a representative of Verizon was unable to be present.

The applicant is proposing to install 6 new antennas and 12 lines of coax cable. The antennas will look virtually the same, but will increase coverage and capacity.

Following due consideration, Ryan Sazama moved, John Van Der Male seconded to approve with the following conditions:

1. Antennas and related telecommunications equipment shall have a non-reflective surface and a neutral color that is the same or similar color as the supporting structure to be as visually unobtrusive as possible.
2. Applicant shall obtain all necessary permits required to install the antennas and related telecommunications equipment (including but not limited to building, electrical, HVAC, plumbing, etc.).
3. Antennas shall be designed and installed to meet all applicable governmental and industry safety standards (FCC, FAA, etc.).

The motion passed unanimously.

Conditional Use Permit application by Haag Muller, Inc. to renovate the existing McDonald's drive-thru at 3626 S. Taylor Drive.

Jason Ahrens, Donna Wurst and Sherry Peterson were present to discuss this matter with the Commission.

The applicant is proposing to redesign the drive thru by providing a two ordering locations. The new drive thru will consist of a single lane drive-thru that splits off into two lanes, each with their own ordering point. The drive thru stacking lane will be moved to the north of the existing parking lot area away from the parking lot and building increasing customer safety.

Discussion was held regarding signage due to the reconfiguration of the new drive thru and parking lot. Representatives of McDonald indicated normally directional signs are painted on the pavement. Commission indicated they did not feel pavement signage is adequate, particularly in the winter months, and recommended directional signs be installed.

Following due consideration, Ryan Sazama moved, Ald. Sampson seconded to approve with the following conditions:

1. Submittal and approval of a proposed storm drainage plan.
2. Prior to construction, applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, etc.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity of a light source in order to promote traffic safety and to prevent the creation of nuisances.
5. All areas used for parking or maneuvering of vehicles shall be paved.
6. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.

7. Applicant shall obtain the necessary conditional use/sign permits prior to installation.
8. All temporary signage/banners shall be removed prior to building permit issuance.
9. The drive-thru facility shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
10. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

The motion passed unanimously.

Conditional Use Permit and variance application by Crafted Plastics to construct an addition to an existing metal building located at 1822 Martin Avenue.

Ray Haen was present to discuss this matter with the Commission.

The applicant is proposing to construct an 11,680 square foot addition to the north of the existing building. The building will be approximately 48,030 square feet. The proposed addition will provide expanded production, warehouse and shipping/receiving areas. The property Crafted Plastics owns to the east will be utilized for employee parking. The dumpster will be located inside the building.

The Architectural Review Board approved the project on July 25, 2011.

Following due consideration, John Van Der Male moved, Ald. Sampson seconded to approve with the following conditions:

1. Submittal and approval of a proposed storm drainage plan.
2. Submittal and approval of a proposed landscape plan.
3. Prior to construction, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, driveway, occupancy, etc.
4. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.).
5. If a dumpster is used outdoors, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
6. Outdoor storage of materials, products or equipment shall be prohibited.
7. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
8. All areas used for parking or maneuvering of vehicles shall be paved.
9. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
10. Prior to building permit issuance, the applicant shall provide all necessary ingress/egress and/or shared parking agreements between the separate parcels of property (1822 and 1804 Martin Avenue) to the Department of City Development.

11. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
12. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

The following variances were granted:

1. An 8 foot 1 inch rear yard setback where the minimum is a 25 foot setback to a non-residential rear yard.
2. Zero foot side yard paving setback where the minimum side yard paving setback is 5 feet.
3. 0 parking spaces where a light industrial use requires 1 space per each employee on the largest work shift. 40 employees requires 40 parking spaces.

The motion passed unanimously.

R. O. No. 107-11-12 relative to a communication from the Wisconsin Naval Ship Association requesting an extension on the first right of refusal so that they may complete the final states of closing on the Alliant property.

Char Pachniak and Larry Hinkelman were present to discuss this matter with the Commission.

The Plan Commission lifted the right of first refusal on the Alliant property at their June 14, 2011 meeting provided WINSA closed on the property by July 15, 2011 as stated in their offer to purchase. The closing did not take place by July 15<sup>th</sup> and WINSA is now requesting an extension.

Following due consideration, Ryan Sazama moved, John Van Der Male seconded to recommend approval of the extension with the condition the property is closed by August 12, 2011. The motion passed unanimously.

Being no further business, the meeting adjourned at 4:35 P.M.

Carol Rudie  
Recording Secretary